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27 SEP 1972

MEMORANDUM FOR : Chief, Administration & Training Staff

SUBJECT : Internal Management Review  
of the Office of Security

1. The two basic functions of IOS are investigations, of both an overt and covert nature, and operational support. At present the investigative caseload seemingly has leveled off to a number we can expect to remain fairly constant for the next several years. To reduce the number of investigative personnel would seriously hinder the investigative completion time and the caliber of the investigative product. Operational support encompasses a myriad of categories, making it impossible to list them in any order of priority, due to the requirements of the requestor. Any additional cuts in personnel would seriously curtail our ability to support the DDI, DDP, DDS, DDS&T as well as the DCI himself. Cuts in personnel would eliminate IOS surveillances and defector handling capabilities and seriously curtail the existing program of operational support.

2. If a mandatory reduction of personnel were enforced, IOS would give up the following positions in the order presented:

<u>Functions</u>	<u>Positions</u>
CI/CE	GS-12 GS-09
25X1A [REDACTED]	GS-14 GS-13
25X1A [REDACTED]	GS-13 GS-09 GS-07

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Functions

Positions

25X1A

[REDACTED]

Positions previously lost without losing the function.

Covert Mail Support  
(Servicing of Post Office boxes in the Washington, D. C. area)

GS-12  
GS-05 (4 slots)

25X1A

Courier Service [REDACTED]

Position previously lost without losing the function.

Alien Affairs Staff

GS-15  
GS-14  
GS-08

Other than the savings of salaries, the above reductions would result in no appreciable monetary savings, unless we were to relinquish paying for the rental of Post Office Boxes.

3. For the current organizational structure, please refer to the IOS Position Control Register.

25X1A

[REDACTED]  
Deputy Director of Security (IOS)

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